

March/April  
2000

# Commander Navy Region Northeast *CNRNE Business Bulletin*

Groton, Connecticut



## May Events

- NERF VTC May 18
- Armed Forces Day May 20
- Memorial Day—May 29
- Retail Supply Optimization: 2nd Workshop May 30-31

*FY 2001 Budget Preparation*

## *Bravo-Zulu to the Job Order Team!*

*Donna Barnum*

The Job Order Standardization Team (JOST) met at CNRNE headquarters April 12, 13, and 14 to create a standardized job order numbering system. The team was composed of representatives from each Navy Region Northeast activity. Team members included: Greg McBurney (team leader) from NASB, Fredah Johnston from PNSY, Denise Clarke and Mary Jane Hodges from NAVSTANPT, Pam Pack from SUBASENLON, Lillian Ott from NWS Earle, and

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## Six Months Later: The NWS Earle October-99 Fire

Holly Cassidy

On October 30, 1999 a fire broke out in Earle Weapons Station building C-29. The fire, caused by deteriorated electrical wiring, started in the bowling alley and caused severe damage to the 55-year old building. The loss has displaced both workers and functions. Because C-29 was the QOL-hub at Earle, the most significant impact of the fire has been to various quality-of-life functions. In addition to a bowling alley, building C-29 contained miscellaneous office spaces, a gymnasium, a McDonald's restaurant, and small NEX grocery store. The gymnasium

was spared; however, McDonalds, the bowling alley and the NEX were destroyed by fire.

While efforts are underway to secure funding for C-29 repair, staff members have taken steps to ensure that essential services are restored for employees, sailors, and their families. Since a Navy Galley does not service NWS Earle, limited dining service is provided by the Windjammers Officers' Club. In addition to acting as the base's sole food-service facility, The Windjammer also houses a small, temporary NEX to mitigate the loss of building C-29 retail services.

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## CNRNE Offsite

JO1 (SW) T. Burnley

The 3<sup>rd</sup> Annual Commander Navy Region Northeast Offsite Training Conference was held April 18<sup>th</sup> at Tavern by the Green, Naval Submarine Base New London. The purpose of the offsite was to build camaraderie between the regional commands and give attendees the opportunity to meet and train without the interruptions associated with a normal workday. Spouses and children were also invited to participate. LCDR Hanft helped with on-scene day care, entertaining the children with a variety of games while adults attended the morning lectures. Chaplain Edwards, Navy Region Northeast Chaplain, kicked off the



Chaplain Edwards warms up attendees at the CNRNE Offsite

meeting with an icebreaker exercise followed by a CNRNE "101" regional status brief by Mr. Dana Cosgrove, Deputy to the Commander, Navy Region Northeast. Mr. Jerry DeFilippo discussed functional realignment for the region and LT Schaaf

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# Financial Focus

## Comptroller hosts CNRNE Budget Workshop-Steve Giles

Navy Region Northeast held its first Conference April 19th and 20th at Regional Headquarters in Groton, CT. CINCLANTFLT representatives Hazel Brown(N02F36), Sharon Hobbs (N02F36C) and Carolyn Perau (N4623B) presented the "Budget Process," related exhibits, and demonstrated internet access to and the capabilities of the Shore Activities Program Readiness Assessment (SAPRA) program.

The CINCLANTFLT team provided specific budget-process guidance including: how to construct budget estimates using budget expense elements, object class, labor, utilities, etc; use of controls by installation with related LOA (line of accounting) data and other groupings, including IMAP, and guidance on consolidating this information.

Budget exhibits were reviewed and explained in detail. Discussions covered appropriate submission of unfunded requirements and the importance of including detailed

justification with submissions in order to defend program requirements. Additionally, Ms. Brown recommended including photos, when appropriate, with unfunded submissions. The Activity Budget Profile (BS1) was also presented; the importance of tying all other exhibit details and totals to this document was stressed.

Overall, the CINCLANTFLT team encouraged the attendees to start the budget process early, and reminded budget personnel to "know your requirements, know the budget climate and try to anticipate future needs. Formulating a budget is an all-hands effort."

After CINCLANTFLT's presentation, Deputy Comptroller Mike Frechette reviewed the critical sections in the Public Works Real Property Maintenance Account (RPMA) budget exhibits and gave an interactive demonstration of the capabilities of the Northeast Region financial web site ([www.cnerdata.cner.navy.mil](http://www.cnerdata.cner.navy.mil)).

## JOST Accomplishments

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Donna Barnum from CNRNE.

The Installation Core Business Model (ICBM) was used as the basis for the new job order numbers. The model was used to facilitate data collection for the Program Objectives Memorandum (POM) and other budget exhibits that are due throughout the year. Flexibility was built into the new job order system to ensure that departments can assign numbers as needed. After the team members review a draft describing the details of the new system it will be submitted to Deputy Comptroller Mike Frechette for approval.

***The new job order system will go into effect as of Oct 1, 2000.***

## On A Personal Note.....

The following statement is from CNRNE Budget Officer, Ed Stachowiak.

*I wish to express my sincere thank you to everyone who expressed their warm and caring thoughts with the passing of my Dad. Your contributions, emails, and cards did and continue to bring me comfort during the time I need support.*

*Warm Regards, Ed*

## VTC NOTES

The next Northeast Region Financial (NERF) VTC is scheduled to take place Thursday, May 18th from 1300 to 1430. A meeting agenda will be distributed one week prior to the conference. Notes from the 15 March VTC can be found on DOCUSHARE on the Comptroller pages. Future meeting notes will and a continuous action sheet will also be posted on the site.



*Tell us about anniversaries, awards, or special events. We will include them in the next newsletter. Contact Nancy Wurster at DSN 694-5788 or Holly Cassidy at 694-5950*

# Retail Supply Optimization

John Preston

## Goal 3: Streamlined processes which reduce cost and cycle time for delivering products and services.

Reengineer internal processes to improve the efficiency, timeliness and effectiveness of operations. Ensure customer service is maintained or improved as operations are redesigned to be more economical.

### Measures of success:

#### **Lower supply system operating costs**

- ◆ As measured by: Supply Operations Costs; OM&N costs

#### **Shorter response time**

- ◆ As measured by: Logistics response time; Response to failure; Average customer wait time

**Strategy 3.1:** Complete business process review of enterprise-wide supply processes and optimize supply chain management.

**Strategy 3.2:** Position ordnance globally to maximize warfighter capabilities.

**Strategy 3.3:** Team with regional commanders and other service providers to optimize ashore support and QOL functions.

From the above NAVSUP Strategic Goal you can see the genesis of the Retail Supply Optimization effort is being pursued in all regions, including the Northeast.

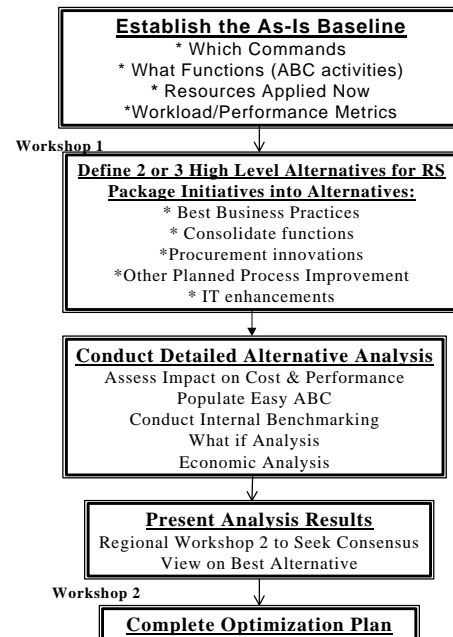
On 21 March the Naval Supply Systems Command (NAVSUP 04) and the Strategic Sourcing Office (NSSO) facilitated the first workshop meeting with activities in the Northeast (NE) Region that have major Supply missions. This meeting was the first of two workshops to be conducted in conjunction with regional optimization planning for Retail Supply (RS). NAVSUP was tasked by CNO to coordinate optimization of the Navy Supply Operations process in all regions.

The overall goal of the optimization planning process is to define the optimum regional business model for Retail Supply. The Northeast Region is unique in that the only NAVSUP FTE in the region are located at FISC Norfolk Detachment Earle, NJ. These FTE will participate in the Mid-Atlantic RS optimization process, except for FTE included in the Hazardous Material (HM) area which are under the Northeast Region. Other Major Claimants, primarily CINCLANTFLT N46/N41, sponsor the remaining FTE in the Northeast Region. Generally, CNRNE activities

are pursuing the Functional Assessment track before any A-76 track within the Strategic Sourcing umbrella to achieve required budget savings. The NAVSUP RS optimization will need to dovetail with CNRNE HQs functional assessment efforts that also began in April. The optimization process should stand as a guide to business process improvement in the region without being obligated to an A-76 action.

The purpose of this initial workshop was to introduce participants to the optimization planning process, document stakeholder concerns, define key assumptions, identify baseline metrics, and brainstorm potential business process improvements that will be subjected to Activity Based Costing (ABC) and internal-benchmarking analysis. A second workshop is scheduled for 30-31 May 00 to review initial analysis results. The same attendees will review results of the analysis at the second workshop in order to arrive at a consensus view of the preferred regional business model. The second workshop will also address a Plan of Action and Milestones (POA&M) to establish key milestone dates for possible implementation of the Regional Optimization Plan.

## Northeast Regional Optimization Process Steps





## NWS Fire

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Additionally, a shuttle service provides bi-weekly transportation to the Post Exchange and Commissary at Fort Monmouth. Meanwhile, administrative offices for the Public Works and Quality of Life Departments have been relocated to nearby buildings. The Ticket Office and Library are temporarily operating from the on-station Community Center, and the Fitness Center has been relocated to the auto hobby shop building.

The Northeast Region Community Support program manager, Alan Shannon, and a team from the Navy Personnel Command, MWR Division (NPC-65) recently visited NWS Earle to evaluate the recreational conditions. According to Mr Shannon, the visitors were all impressed with the steps the staff at Earle, MWR and Public Works have taken to provide continued QOL support. Based on the visit and the recognized need for assistance, NPC-65 has given NWS Earle \$380,000 in "Quick-Hitter" funds in order to bring the gymnasium back into operation before winter.

## CNRNE Offsite

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and Michael Salerno gave an overview of the MILCAP and Benny Suggs Programs.

RADM John B. Padgett, Commander Navy Region Northeast, arrived in his "golf gear" to congratulate attendees during an awards ceremony. Award recipients included: 20-Year Length of Service Award: **Patricia Dowsett**; 15-Year Length of Service Award: **John Preston**; Flag Letter of Commendation: **Alan Shannon** and **JO1 (SW) Burnley**; Navy and Marine Corps Achievement Medal: **GMG2 Barrows**; Mary Lou Whitney Leadership Award: **YN1 (SW) Walker**; Coins: **LCDR Gentry, Charles Warmuth** and **Cindy Steel**; Cash Awards: **Mike Frechette, Jennifer Latorre, Patty Mook** and **Alan Brown**.

Congratulations also went to Michael Salerno, who will finish the Executive Leadership Development Program (SES) this June and newly married YNSN Cranco, who was selected as JSOQ (4<sup>th</sup> Qtr CY99) and meritoriously promoted in March.

The last morning session was broken up into three working groups. Mr. Kautz and Mr. Dodd discussed HRO/Civilian Personnel Organization while Mr. Young presented information regarding post-military planning for soon-to-be retirees and veterans. Meanwhile, LCDR Rogers hosted a discussion about military customs and traditions. An indoor barbecue, complete with hot dogs and hamburgers, finished off the day. Attendance at this year's offsite was approximately 80 people.

## Chef's Corner

MSCS(SS)Ross

### NORTHEAST REGION CULINARY EXCELLENCE

During the month of April, the dining facilities at Submarine Base New London, Groton, CT, Naval Station Newport, Newport, RI, USS CONSTITUTION, Charlestown, MA, NAS Brunswick, Brunswick, ME and NSGA Winter Harbor, Winter Harbor, ME, received their Ney 3 Star Assessment by Navy Region Northeast staff.

The inspection team was led by Captain David Fitzgerald, CNRNE, Jerry DeFilippo, CNRNE, LCDR John Rogers, CNRNE, CWO2 Dan Bacon, CNRMA and MSCS(SS) Bruce Ross, CNRNE /CSG2.

Under the revised **CAPTAIN EDWARD F. NEY PROGRAM**, NAVSUP INST 5016.2AG, the Regional 3 Star Assessment is the first of two steps dining facilities must take when vying for 4 and 5 Star Accreditation.

All facilities put forth great effort during the inspections. More information will follow as the Ney process continues.

**Did You Know . . . . .** You can request a Savings Bond purchase allotment from your pay (.DoD FMR Vol. 8, Chapter 4). Contact your payroll Customer Service Representative, or visit <http://www.publicdebt.treas.gov/sav/sav>.

